



# United States Department of the Interior



FISH AND WILDLIFE SERVICE  
Washington Fish and Wildlife Office  
510 Desmond Drive SE, Suite 102  
Lacey, Washington 98503

In Reply Refer To:  
FWS/NFPP/Salmon Creek Restoration

JUL 7 9 2015

Zoe Ann Lamp  
Jefferson County Department of Public Works  
623 Sheridan Street  
Port Townsend, Washington 98368  
DUNS: 179278197

Subject: **Notice of Cooperative Agreement Award F15AC00422**

Dear Ms. Lamp:

Your organization's application for Federal financial assistance titled "Salmon Creek Restoration, West Uncas Road" submitted to the U.S. Fish and Wildlife Service (Service)'s CFDA Program 15.608 is approved. This award is made under the authority of: Fish and Wildlife Act of 1956, 16 U.S.C. 742(a-j). For a complete list of this program's authorizing legislation, go to <https://www.cfda.gov/> and search by the CFDA Program number. This award is made based on Service approval of your organization's proposal signed on May 29, 2015, hereby incorporated by reference into this award.

Funds under this award are to be used to improve fish and wildlife habitat in the Salmon Creek watershed and to complete work outlined in the attached Work Plan (Enclosure 2) and in the completed SF-424 forms.

## **The Service Will:**

1. Insure that the project complies with the following Federal laws and regulations:
  - a. Section 106 of the National Historic Preservation Act
  - b. National Environmental Policy Act
  - c. Endangered Species Act
  - d. Other Federal statutes as applicable
2. Prepare a Hazardous Substance Assessment for the project.
3. Provide confirmation of compliance with the above to the Cooperator's Project Officer for implementation activities to begin on the project.
4. Assist the Cooperator's Project Officer or Field Manager and the landowner(s), as applicable, in preparing project permit applications as required under local, State, or Federal laws and regulations.
5. Retain final approval authority over all agreements under this Cooperative Agreement.

## **The Recipient Will:**

1. Serve as administrator of contracts, services, materials acquisitions, and disbursement of the Service's cost-share for activities relating to project completion.

2. Work cooperatively with the Service to carry out this agreement to participate in fish and wildlife conservation activities.
3. Receive prior approval from the Service for individual projects. Coordinate with the Service on project design and implementation phases of the project(s).
4. Provide landowners with technical assistance in preparing applications required to obtain necessary Federal, State, and local permits relating to the project.
5. Coordinate with all project participants, and notify each participant that implementation activities can begin once notification is received from the National Fish Passage Program Project Officer that all appropriate local, State, and Federal permits and clearances have been obtained.
6. Maintain proper books, records, and accounts of all specific project expenditures for the project. (The Service must have the right to review the appropriate documentation to verify project expenditures upon a 30-day notice in writing from the Service.)
7. Administer this Cooperative Agreement and any other contracts or services required to successfully complete the project.

**Type of Agreement:**

☒ Cooperative Agreement

**Program:**

☒ Fisheries Program

**Type of Organization:**

☒ Local Government

**Performance Period:**

The performance period of this award is July 1, 2015 through September 30, 2018. Only allowable costs resulting from obligations incurred during the performance may be charged to this award. All obligations incurred under the award must be liquidated no later than 90 calendar days after the end of the performance period. You must submit a written request to the Service Project Officer identified in the Project Contacts section below before the end of the stated performance period if you need more time to liquidate all obligations.

**Funding:**

This award is funded as follows:

	<b><u>Service</u></b>	<b><u>Recipient</u></b>
This obligation:	\$50,000.00	\$788,300.00
<b>Award Total:</b>	<b>\$50,000.00</b>	<b>\$788,300.00</b>

**System for Award Management (SAM) Registration:**

Under the terms and conditions of this award, your organization must maintain an active SAM registration at <https://www.sam.gov/portal/public/SAM/> until the final financial report is submitted or final payment is received, whichever is later. If your organization's SAM registration expires during the required period, the Service will suspend payment under this and all other Service awards to your organization until you update your organization's SAM registration.

**Terms of Acceptance:**

Acceptance of a financial assistance award (i.e., grant or cooperative agreement) from the Service carries with it the responsibility to be aware of and comply with the terms and conditions applicable to the award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to and approved by the Service. Awards are subject to the terms and conditions incorporated into the notice of award either by direct

citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. The terms and conditions of Service awards flow down to subrecipients and contractors, unless a particular award term or condition specifically indicates otherwise. The Federal regulations applicable to Service recipients and their subrecipients and contractors are listed by recipient type in the **Service Financial Assistance Award Terms and Conditions** posted on the Internet at <http://www.fws.gov/grants/>. If you do not have access to the Internet and require a printed copy of the award terms and conditions, contact the Service Project Officer identified below.

**Special Conditions and Provisions:**

The peer reviewed articles or reports produced under this award must include the following statement acknowledging support from the U.S. Fish and Wildlife Service National Fish Passage Program: “The U.S. Fish and Wildlife Service supported this project by providing funding and technical assistance from the National Fish Passage Program”.

Full compliance with environmental laws is not yet complete for this project. Project planning and coordination tasks can proceed; however, no ground-disturbing work or project implementation actions can occur until USFWS has notified you in writing that project implementation work can begin. The Program Biologist will assist you with completion of the Federal compliance processes; however, recipients of Federal funds are ultimately responsible for ensuring that all applicable Federal, State, and local permits are obtained for work performed under this Cooperative Agreement.

**Payments:**

Your organization has completed enrollment in U.S. Treasury’s Automated Standard Application for Payment (ASAP) system. When requesting payment in ASAP, your Payment Requestor will be required to enter an Account ID. The number assigned to this award is the partial Account ID in ASAP. When entering the Account ID in ASAP, the Payment Requestor should enter the award number identified in the subject line on letter followed by a percent sign (%). Refer to the ASAP.gov Help menu for detailed instructions on requesting payments in ASAP.

**Reporting Requirements:**

**Financial and Performance Reporting Requirements:**

Annual interim financial and performance reports and final financial and performance reports are required under this award. The report periods and due dates under this award are:

<b>Report:</b>	<b>Report Period:</b>	<b>Report Due Date:</b>
Interim financial & performance	Signature date of Award through June 30, 2016	September 28, 2016
Interim financial & performance	July 1, 2016 through June 30, 2017	September 28, 2017
Interim financial & performance	July 1, 2017 through June 30, 2018	September 28, 2018
Final financial & performance	Signature date of Award through September 30, 2018	December 29, 2018

Recipients must use the Standard Form (SF) 425, *Federal Financial Report* form for all financial reporting. This form is available at [http://www.whitehouse.gov/omb/grants\\_forms/](http://www.whitehouse.gov/omb/grants_forms/).

Performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results. Please include the Service award number provided in the subject line of this letter on all reports.

Financial and performance reporting due dates may be extended by the Service upon receipt of a written request addressed to the Service Project Officer identifying the type of report to be extended, the requested revised due date, and a justification for the extension. The Service Project Officer may approve an additional extension if justified by a catastrophe that significantly impairs the Recipient's operations. Requests for reporting due date extensions must be received by the Service Project Officer no later than one day before the original reporting due date.

**Significant Developments Reports:** (see 2 CFR 200.328(d)):

Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, notify the Service Project Officer in writing as soon as the following types of conditions become known:

- Problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation.
- Favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

**Conflict of Interest Disclosures:**

Recipients are responsible for notifying the Service Project Officer in writing of any actual or potential conflicts of interest that may arise during the life of this award. Conflicts of interest include any relationship or matter which might place the Recipient, the Recipient's employees, or the Recipient's subrecipients in a position of conflict, real or apparent, between their responsibilities under this award and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Recipient, the Recipient's employees, or the Recipient's subrecipients in the matter. Upon receipt of such a notice, the Service Project Officer in consultation with their Ethics Counselor will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the Recipient, the Recipient's employee(s), or the Recipient's subrecipient(s) that could reduce or resolve the conflict. Failure to resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in 2 CFR 200.338, Remedies for Noncompliance, including termination of this award.

**Other Mandatory Disclosures:**

Recipients and their subrecipients must disclose, in a timely manner, in writing to the Service or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this award. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (See 2 CFR 200.113, 2 CFR Part 180, and 31 U.S.C. 3321).

**Project/Program Plan and Budget Revisions:**

Recipients are required to report deviations from budget or project scope or objective, and request prior approvals for budget and program plan revisions in accordance with 2 CFR 200.308 unless otherwise specifically waived in this award.

**Period of Performance Extensions:**

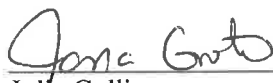
If additional time is needed to complete the approved project, you must send written notice to the Service Project Officer. This notice must be received by the Service Project Officer at least 10 calendar days before the authorized performance period end date, and must include supporting reasons and revised end date. Extensions for time cannot be authorized for the purpose of spending an unused balance of funds that remains after the approved project activities have been completed.

**Project Contacts:**

<b>The Service Project Officer for this award is:</b>	<b>The Recipient Project Officer for this award is:</b>
Miranda Plumb Fish and Wildlife Biologist Telephone: 360-753-9560 Email: <a href="mailto:Miranda_Plumb@fws.gov">Miranda_Plumb@fws.gov</a>	Zoe Ann Lamp Restoration Project Manager Telephone: 360- 385-9162 Email: <a href="mailto:ZLamp@co.jefferson.wa.us">ZLamp@co.jefferson.wa.us</a>

Please contact Miranda Plumb with any questions. Please include the Service award number provided in the subject line of this letter in all written communications.

Sincerely,

  
for Julie Collins  
Deputy Assistant Regional Director,  
Fishery Resources

7/29/15  
Date

**Enclosures:**

Enclosure 1. Terms and Conditions

Enclosure 2. Workplan

Enclosure 3. SF424a budget



# BUDGET INFORMATION - Non-Construction Programs

## SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Fish & Wildlife Management Assistance	15-608	\$	\$	\$ 50,000.00	\$ 788,300.00	\$ 838,300.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 50,000.00	\$ 788,300.00	\$ 838,300.00

# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Fish & Wildlife Management Assistance				
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual	50,000.00		788,300.00		838,300.00
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	50,000.00		788,300.00		838,300.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$ 50,000.00	\$	\$ 788,300.00	\$	\$ 838,300.00
7. Program Income	\$ 0.00	\$	\$	\$	\$



SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Fish & Wildlife Management Assistance	\$	\$	\$	\$	\$
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$	\$	\$	\$
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Fish & Wildlife Management Assistance	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	50000
22. Indirect Charges:	0
23. Remarks:	



## U.S. Fish and Wildlife Service Financial Assistance Award Terms and Conditions

Acceptance of a financial assistance award (i.e., grant or cooperative agreement) from the U.S. Fish and Wildlife Service (Service), Department of the Interior (Interior) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to and approved by the Service. Awards from the Service are subject to the terms and conditions incorporated into the award either by direct citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. The terms and conditions of Service awards flow down to subrecipients and contractors, unless a particular award term or condition specifically indicates otherwise. The Federal regulations applicable to Service grant and cooperative agreement award recipients and their subrecipients and contractors are:

### Commercial Organizations

#### **General**

43 CFR Part 12, Subpart A, Administrative and Audit Requirements and Cost Principles for Assistance Programs

#### **Cost Principles**

48 CFR 1, Subpart 31.2, Contracts with Commercial Organizations

#### **Other Requirements**

2 CFR Part 25, Universal Identifier and Central Contractor Registration

2 CFR Part 170, Reporting Subawards and Executive Compensation

2 CFR Part 175, Award Term for Trafficking in Persons

2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)

2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)

43 CFR 18, New Restrictions on Lobbying: Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A, Certification Regarding Lobbying.

41 USC §4712, Pilot Program for Enhancement of Recipient and Subrecipient Employee Whistleblower Protection: This requirement applies to all awards issued after July 1, 2013 and shall be in effect until January 1, 2017.

- (a) This award and related subawards and contracts over the simplified acquisition threshold and all employees working on this award and related subawards and contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies in the pilot program on award recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (P.L. 112-239).
- (b) Recipients, and their subrecipients and contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 U.S.C. 4712.
- (c) The recipient shall insert this clause, including this paragraph (c), in all subawards and contracts over the simplified acquisition threshold related to this award.

41 USC §6306, Prohibition on Members of Congress Making Contracts with Federal Government: No member of or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.

Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.

## **Foreign Public Entities and Organizations**

~~A foreign public entity is: (a) A foreign government or foreign governmental entity; (b) A public international organization covered under the International Organizations Immunities Act (22 USC 288-288f); (c) an entity owned in whole or in part or controlled by a foreign government; or (d) Any other entity consisting wholly or partially of one or more foreign governments or foreign governmental entities.~~

A foreign organization is a public or private organization located in a country other than the United States and its territories that is subject to the laws of the country in which it is located, irrespective of the citizenship of project staff or place of performance. Foreign organizations include, but are not limited to: private nongovernmental organizations, charitable organizations that are nonprofit and tax exempt under the laws of their country of domicile and operation, universities, colleges, educational institutions, private foundations, and hospitals.

For foreign public entities and organizations, the notice of award document will detail all administrative and cost-related requirements and restrictions. Foreign individuals are not covered by this section and must refer to the Individuals section below.

### **Other Requirements**

2 CFR Part 25, Universal Identifier and Central Contractor Registration

2 CFR Part 175, Award Term for Trafficking in Persons (applicable to private entity sub-recipients)

2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement): Applies to all foreign entities *except*: foreign governments, foreign governmental entities, public international organizations, any entity owned in whole or in part or controlled by a foreign government and any entity made up of one or more foreign governments or foreign governmental entities.

43 CFR 18, New Restrictions on Lobbying: Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A, Certification Regarding Lobbying.

41 USC §6306, Prohibition on Members of Congress Making Contracts with Federal Government: No member of or delegate to the United States Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.

Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.

## **Individuals**

An individual is any person applying for or receiving Federal funds under a grant or cooperative agreement award separate from any business or non-profit organization he/she may operate. For individuals, the notice of award document will detail all administrative and cost-related requirements and restrictions.

### **Other Requirements**

2 CFR Part 175, Award Term for Trafficking in Persons

2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)

2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)

43 CFR 18, New Restrictions on Lobbying (submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A, Certification Regarding Lobbying.

41 USC §6306, Prohibition on Members of Congress Making Contracts with Federal Government: No member of or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.

Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients who are individuals are encouraged to not engage in text messaging when driving a vehicle while conducting activities funded under this award.

## **Institutions of Higher Education, Hospitals and other Non-Profit Organizations**

### **General**

43 CFR Part 12, Subpart A, Administrative and Audit Requirements and Cost Principles for Assistance Programs

### **Administrative Guidelines**

2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Non-Profit Organizations

43 CFR Part 12, Subpart F, Uniform Administrative Requirements for Grants and Cooperative Agreements with Institutions of Higher Education, Hospitals, other Non-Profits

### **Cost Principles**

*Publicly financed institutions of higher education:* 2 CFR Part 220, Cost Principles for Educational Institutions

*Non-profits listed in Attachment C of OMB Circular A-122:* 48 CFR 1, Subpart 31.2, Contracts with Commercial Organizations

*All other non-profits:* 2 CFR Part 230, Cost Principles for Non-Profit Organizations

*Hospitals:* 45 CFR part 74, Appendix E, Principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals

### **Audit Requirements**

*Non-profits:* OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations

### **Other Requirements**

2 CFR Part 25, Universal Identifier and Central Contractor Registration

2 CFR Part 170, Reporting Subawards and Executive Compensation

2 CFR Part 175, Award Term for Trafficking in Persons

2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)

2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)

43 CFR 18, New Restrictions on Lobbying: Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A, Certification Regarding Lobbying.

41 USC §4712, Pilot Program for Enhancement of Recipient and Subrecipient Employee Whistleblower Protection: This requirement applies to all awards issued after July 1, 2013 and shall be in effect until January 1, 2017.

- (a) This award and related subawards and contracts over the simplified acquisition threshold and all employees working on this award and related subawards and contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies in the pilot program on award recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (P.L. 112-239).
- (b) Recipients, and their subrecipients and contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 U.S.C. 4712.
- (c) The recipient shall insert this clause, including this paragraph (c), in all subawards and contracts over the simplified acquisition threshold related to this award.

41 USC §6306, Prohibition on Members of Congress Making Contracts with Federal Government: No member of or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.

Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.

## **State, Local and Federally-recognized Indian Tribal Governments**

### **General**

43 CFR Part 12, Subpart A, Administrative and Audit Requirements and Cost Principles for Assistance Programs

### **Administrative Guidelines**

OMB Circular A-102, Grants and Cooperative Agreements with State and Local Governments

43 CFR Part 12, Subpart C, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

### **Cost Principles**

2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)

### **Audit Requirements**

OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations

### **Other Requirements**

2 CFR Part 25, Universal Identifier and Central Contractor Registration

2 CFR Part 170, Reporting Subawards and Executive Compensation

2 CFR Part 175, Award Term for Trafficking in Persons (applicable to private entity sub-recipients)

2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)

2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)

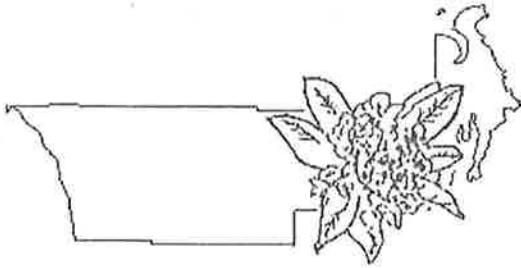
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- (a) This award and related subawards and contracts over the simplified acquisition threshold and all employees working on this award and related subawards and contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies in the pilot program on award recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (P.L. 112-239).
- (b) Recipients, and their subrecipients and contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 U.S.C. 4712.
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Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.



## Jefferson County Department of Public Works

623 Sheridan St.  
Port Townsend, WA 98368  
(360) 385-9160

*Monte Reinders, P.E.*  
*Public Works Director/County Engineer*

March 16, 2015

Alicia Olivas  
Hood Canal Coordinating Council  
17791 Fjord Drive NE, STE 122  
Poulsbo, WA 98370-8481

**RE: HCCC Lead Entity – Salmon Recovery 2015 Letter of Intent**  
**Salmon Creek Restoration – West Uncas Road Bridge Construction, Milepost 0.804**

Dear Alicia:

Jefferson County Public Works Department is pleased to submit our Letter of Intent for replacing a fish passage barrier on Salmon Creek.

Attached are the following documents:

- General Project Information and Project Description including photos and vicinity map
- Proposed budget

Zoe Ann Lamp is the primary contact for this application. She can be reached at (360)385-9162, or via email at [zlamp@co.jefferson.wa.us](mailto:zlamp@co.jefferson.wa.us) with any questions you may have.

We look forward to the next phase of the application process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Monte Reinders', is written over a large, faint oval shape that serves as a guide for the signature.

Monte Reinders, PE  
Public Works Director/County Engineer

LETTER OF INTENT – SALMON RECOVERY 2015  
SALMON CREEK RESTORATION – W. UNCAS BRIDGE CONSTRUCTION  
JEFFERSON COUNTY PUBLIC WORKS

**GENERAL PROJECT INFORMATION**

**Primary Project Sponsor:**

Jefferson County  
Department of Public Works  
623 Sheridan Street  
Port Townsend, WA 98368

Contact Name: Zoe Ann Lamp  
(360) 385-9162

**Key Partners:**

Jefferson County Conservation District  
Jefferson Land Trust  
North Olympic Salmon Coalition  
Washington Department of Fish and Wildlife

**Project Name: Salmon Creek Restoration – West Uncas Bridge Construction**

**Previous Funding:**

Preliminary Engineering was funded through a 2014 RCO Salmon Recovery Board, PSAR Grant (Project # 14-1021).

**Primary Stock Addressed By Project:**

Group	Stock Rank	Ave region score	Scorer A	Scorer B	No.	Watershed	Watershed code	Species
2	Salmo_SChum	14.5	14.25	14.75	13	Salmon Cr	Salmo	SChum
3	Salmo_WSth	12.75	12.25	13.25	33	Salmon Cr	Salmo	WSth
4	Salmo_Coho	12	11.25	12.75	47	Salmon Cr	Salmo	Coho
6	Salmo_Cutt	8.75	8.75	8.75		Salmon Cr	Salmo	Cutt
6	Salmo_FChum	8.5	9	8		Salmon Cr	Salmo	FChum

**Project Description:**

This project will remove a fish passage barrier along Salmon Creek (RM 0.75) where it intersects with West Uncas Road (MP 0.804) through the construction of an 80 ft. x 29 ft. concrete bridge to replace a 60 ft. long, 15.5 ft. x 9.5 ft. rise, corrugated steel pipe arch culvert. PE (Preliminary Engineering) was funded by a 2014 RCO PSAR Grant and included complete PS&E (Plans, Specifications & Estimate), as well as geotechnical investigation, topographic survey, hydraulic analysis, and cultural assessment. PE is on schedule to be completed June 2015, making this a “shovel ready” project.

The West Uncas Road culvert prevents the Summer Chum’s ability to access prime spawning. Also, the culvert and riprap limit habitat forming processes that have the potential to negatively impact nearby salmon spawning habitat.

Removal of the West Uncas Road fish passage barrier is one of the final remaining salmon habitat improvement projects identified on Salmon Creek. The 2014 PSAR grant application proposed to replace the culvert with a 3-sided concrete box culvert. However, due to the constructability issues posed by the elevation difference between the creek bed and the road surface, the flow rate of the creek, and the subsurface soil types that were discovered during the geotechnical exploration, a bridge alternative was developed as a more appropriate alternative. A bridge would:



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SALMON CREEK RESTORATION – W. UNCAS BRIDGE CONSTRUCTION  
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- Completely eliminate the fish passage barrier.
- Provide the greatest increase in stream opening; debris passage would not be an issue.
- Provide the least construction impacts.
- Be nearly equivalent in cost to the originally proposed 3-sided box culvert alternative.

Construction of this project is planned for the July /August fish window, 2017, to limit the impact to the fish population. Other project elements include fish bypass during construction and stream bank plantings.

The new bridge will eliminate the fish passage barrier restoring access to an additional 0.75 RM of high quality upstream spawning habitat, essentially doubling the available spawning habitat. It will also eliminate the risk of complete culvert failure, averting the potential of damaging restoration already completed downstream.

**Overall Project Goal:**

The goal of this project is to allow summer chum access to prime upstream spawning habitat in order for the run to remain stable over the long-term.

Over the last decade, successful partnerships have led to grant-funded projects targeting restoration of summer chum habitat within this watershed (see attached map). The Uncas Road culvert replacement project is expected to:

- 1) Improve watershed continuity
- 2) Restore summer chum habitat
- 3) Improve spawning success of important salmon stock and
- 4) Improve fish access to high quality spawning and rearing habitat upstream of the culvert

During low flows in September 2008, when adult ESA-listed Hood Canal Summer Chum salmon were migrating into the system, the Uncas Road Culvert was found to be preventing the salmon's ability to access prime spawning areas upstream. Emergency measures were successfully taken from 2009-2014 to create step pools with sandbags and temporarily backwater the culvert to facilitate summer chum passage. However, this was considered only a temporary solution to restoring fish passage. The culvert and the riprap armored reach just upstream also limit habitat forming processes that have the potential to negatively impact nearby salmon spawning habitat.

The Salmon Creek ESA-listed Hood Canal Summer Chum run is considered one of the most stable runs in the Hood Canal ESU. A supplementation program for Salmon Creek summer chum stock occurred from 1992-2003 using natal stock to increase the vitality of the existing summer chum run. This has proven successful as the escapement has increased from 215 fish in 1989 to 2,746 fish in 2013. However, as the numbers of adults have increased the proportion returning to use the upper range of their historic spawning grounds has also increased. With good fish passage 30-50% of the summer chum salmon will return to the upper spawning rang (RM 0.75-1.5).

Completed restoration projects in the watershed include:

- ½ mile stretch of lower Salmon Creek was re-meandered and installed with Large Woody Debris in 2004 to recover summer chum spawning habitat (project cost: \$243,253)
- 11 acres of Salmon Creek estuarine habitat was restored in 2008 to improve juvenile summer chum habitat (project cost: \$1.5 million)
- 374 acres of habitat is permanently protected and conserved, and
- More than 45 acres of native riparian vegetation has been planted within the Salmon Creek Watershed

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In-Progress and Upcoming funded nearshore and estuary work includes the

- Maynard Nearshore Restoration Project (2014, estimated costs \$956k)
- Snow Creek Estuary Project and RR grade removal project (2015, estimated costs \$1.2M).

*Issue and Action Identification Framework:*

*Freshwater Habitat:* Access to instream habitats: The ability of juvenile and adult salmonids to swim upstream to access spawning grounds and rearing areas is vital to salmonid recovery and long-term sustainability. Poorly designed or deteriorating culverts can impede passage of juvenile and/or adults. This project removes a fish barrier culvert and replaces the culvert with a bridge that will allow the juvenile and adult salmonids access to prime upstream habitat.

*Freshwater Habitat:* Sediment supply, transport, and storage: Erosion and sediment transport by rivers is one of the natural watershed processes that shape stream channels and associated habitat. Watershed alterations and management have disrupted the natural process, resulting in changes to the supply, storage, and transport of sediments. This project includes construction of a bridge which will allow for more natural processes of the supply, storage and transport of sediments.

**Implementation Metrics**

**Measurable project objectives include:**

Objective	Timing
Remove one fish passage barrier along Salmon Creek (RM 0.75) where it intersects with West Uncas Road (MP 0.804) through the construction of an 80 ft. x 29 ft. concrete bridge to replace a 60 ft. long, 15.5 ft. x 9.5 ft. rise, and replant stream bank.	July-August 2017 (will follow fish window as established by WDFW in the HPA)

Metric Name	Unit of Measure
<b><i>Total number of Fish Passage Barriers Removed</i></b>	<b><i>1</i></b>
<b><i>Miles of stream made accessible</i></b>	<b><i>0.75 miles</i></b>
Bridge Installed	1
<b><i>Total length of instream habitat treated</i></b>	<b><i>0.015 miles</i></b>
Streambank stabilization	0.017 miles
<b><i>Acres planted</i></b>	<b><i>0.14 Acres</i></b>
Miles of streambank planted	0.019 miles

**Budget Template: (See Attached Budget Detail Sheets)**

**How will the budget need to be further refined or revised before the final application is submitted?**

The estimate is based on an established plan at 30% design. As the design progresses to 60% design and 90% design the budget figures may slightly fluctuate. Jefferson County Public Works is providing \$25,000. in matching funds. The department is working to identify other match sources.

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**Project Location Map:**

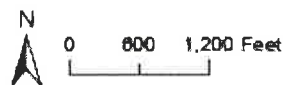
Coordinates: 47.98023638, -122.89654839



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 SALMON CREEK RESTORATION – W. UNCAS BRIDGE CONSTRUCTION  
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Restoration and Protection in the  
 Snow and Salmon Creeks Watersheds



- Snow and Salmon Creeks
- 2014 Maynard Nearshore Restoration
- Future: Snow Creek Estuary Restoration
- 2006 Salmon Creek Estuary Restoration
- Riparian Restoration
- Conservation Easements



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**Photographs:**



View of existing corrugated metal culvert. Bottom is deteriorating and beginning to become undercut by the river. ESA listed Summer Chum Salmon are not able to pass through the culvert without intervention.



Downstream (outlet) view. Sand bags are placed in the culvert and downstream to create steep pools to enable Chum Salmon to pass the culvert. This type of intervention has been necessary for at least the past 5 years with the permit to do so expiring this year.







# United States Department of the Interior



FISH AND WILDLIFE SERVICE  
Washington Fish and Wildlife Office  
510 Desmond Drive SE, Suite 102  
Lacey, Washington 98503

JUL 29 2015

In Reply Refer To:  
FWS/NFPP/Salmon Creek Restoration

Zoe Ann Lamp  
Jefferson County Department of Public Works  
623 Sheridan Street  
Port Townsend, Washington 98368  
DUNS: 179278197

Subject: Notice of Cooperative Agreement] Award F15AC00422  
**Modification Number 1**

Dear Ms. Lamp:

Your organization's application for Federal financial assistance titled "Salmon Creek Restoration, West Uncas Road" submitted to the U.S. Fish and Wildlife Service (Service)'s CFDA Program 15.608 is approved. This award is made under the authority of Fish and Wildlife Act of 1956, 16 U.S.C. 742(a-j). For a complete list of this program's authorizing legislation, go to <https://www.cfda.gov/> and search by the CFDA Program number. This award is made based on Service approval of your organization's proposal signed on July 6, 2015, hereby incorporated by reference into this award.

Funds under this award are to be used to improve fish and wildlife habitat in the Salmon Creek watershed. The purpose of this modification is to provide additional FY15 funds from the National Fish Passage Program for the restoration project.

**Type of Agreement:**

☒ Cooperative Agreement

**Program:**

☒ Fisheries Program

**Type of Organization:**

☒ Local Government

**Performance Period:**

The performance period of this award is July 1, 2015 through September 30, 2018. Only allowable costs resulting from obligations incurred during the performance may be charged to this award. All obligations incurred under the award must be liquidated no later than 90 calendar days after the end of the performance period. You must submit a written request to the Service Project Officer identified in

the Project Contacts section below before the end of the stated performance period if you need more time to liquidate all obligations.

**Funding:**

This award is funded as follows:

	<u>Service</u>	<u>Recipient</u>
This obligation:	\$50,000.00	\$9,700.00
Total of previous obligations:	\$50,000.00	\$788,300.00
<b>Cumulative Total:</b>	<b>\$100,000.00</b>	<b>\$798,000.00</b>

**Performance Reports:**

**Financial and Performance Reporting Requirements:**

Annual interim financial and performance reports and final financial and performance reports are required under this award. The report periods and due dates under this award are:

<b>Report:</b>	<b>Report Period:</b>	<b>Report Due Date:</b>
Interim financial & performance	Signature date of Award through June 30, 2016	September 28, 2016
Interim financial & performance	July 1, 2016 through June 30, 2017	September 28, 2017
Interim financial & performance	July 1, 2017 through June 30, 2018	September 28, 2018
Final financial & performance	Signature date of Award through September 30, 2018	December 29, 2018

Recipients must use the Standard Form (SF) 425, *Federal Financial Report* form for all financial reporting. This form is available at [http://www.whitehouse.gov/omb/grants\\_forms/](http://www.whitehouse.gov/omb/grants_forms/).

Performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results. Please include the Service award number provided in the subject line of this letter on all reports.

Financial and performance reporting due dates may be extended by the Service upon receipt of a written request addressed to the Service Project Officer identifying the type of report to be extended, the requested revised due date, and a justification for the extension. The Service Project Officer may approve an additional extension if justified by a catastrophe that significantly impairs the Recipient's operations. Requests for reporting due date extensions must be received by the Service Project Officer no later than one day before the original reporting due date.



**Project Contacts:**

**The Service Project Officer for this award is:**

Miranda Plumb  
Fish and Wildlife Biologist  
Telephone: 360-753-9560  
Email: Miranda\_Plumb@fws.gov

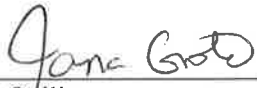
**The Recipient Project Officer for this award is:**

Zoe Ann Lamp  
Restoration Project Manager  
Telephone: 360- 385-9162  
Email: ZLamp@co.jefferson.wa.us

Please contact Miranda Plumb with any questions. Please include the Service award number provided in the subject line of this letter in all written communications.

All other terms and conditions remain unchanged.

Sincerely,

  
\_\_\_\_\_  
Julie Collins  
Deputy Assistant Regional Director,  
Fishery Resources

7/29/15  
Date

Enclosure:  
SF424a Budget



# BUDGET INFORMATION - Non-Construction Programs

## SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Fish & Wildlife Management Assistance	15-608	\$	\$	\$ 50,000.00	\$ 9,700.00	\$ 59,700.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 50,000.00	\$ 9,700.00	\$ 59,700.00

# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Fish & Wildlife Management Assistance				
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual	50,000.00		9,700.00		59,700.00
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	50,000.00		9,700.00		59,700.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$ 50,000.00	\$	\$ 9,700.00	\$	\$ 59,700.00
7. Program Income	\$ 0.00	\$	\$	\$	\$

Authorized for Local Reproduction

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Fish & Wildlife Management Assistance	\$	\$	\$	\$	\$
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$	\$
SECTION D - FORECASTED CASH NEEDS					
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
13. Federal	\$	\$	\$	\$	\$
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$	\$
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. Fish & Wildlife Management Assistance	\$	\$	\$	\$	\$
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$	\$
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:	50000	22. Indirect Charges: 0			
23. Remarks:					

